

APP-CSE 2024 FORM
ANNUAL PROCUREMENT PLAN - COMMOM-USE SUPPLIES AND EQUIPMENT (APP-CSE) 2024 FORM

Introduction:

This form contains the common-use supplies and equipment (CSE) being carried by the Procurement Service – Department of Budget and Management (PS-DBM) that shall be purchased by government agencies. Consistent with the DBM Circular Letter Nos. 2011-6 and 2011-6-A dated 25 August 2011 and 28 September 2011, respectively, the APP-CSE shall serve as the agency’s annual procurement request for all its CSE requirements.
Only agencies with uploaded APP-CSE in the Virtual Store (VS) will be able to purchase CSE from the PS-DBM.
Note that the items listed on this form have been arranged in accordance with the United Nations Standard Products and Services Code (UNSPSC).

Reminders:

- 1.0 The APP-CSE form must be accomplished using Microsoft Excel format. The APP-CSE shall be deemed incorrect or invalid if the form used is other than the prescribed format which is downloadable from the Virtual Store (VS) and Downloads page of PS-DBM website (www.ps-philgeps.gov.ph).
- 2.0 All information must be provided accurately.
- 3.0 Kindly refer to the CSE catalogue on the PS-DBM website (www.ps-philgeps.gov.ph) under the "What We Sell" tab for the detailed technical specifications and sample photo of the items.
- 4.0 Do not delete, add, or revise any items or rows on the PART I of this form, otherwise the form will be deemed invalid.
- 5.0 For items not included on the list of PART II, a separate file, with the file name APP-CSE 2024 Form - Other Items, can be downloaded from the Downloads page of PS-DBM website (www.ps-philgeps.gov.ph) and must be submitted to PS-DBM through this link: <https://shorturl.at/hosS8>.
- 6.0 Once signed and approved by the Property/Supply Officer, Accountant/Budget Officer, and Head of the Agency/Office, kindly upload the soft copy of the APP-CSE in Microsoft Excel format as well as the original signed copy in Portable Document Format (PDF) to the agency’s Virtual Store (VS) account on or before the prescribed period or deadline. Any APP-CSE form that is unsigned or has incomplete signature shall be deemed invalid.
- 7.0 Should there be changes in the agency’s CSE requirements, the agency may edit their uploaded APP-CSE directly on their Virtual Store account. However, the agency must ensure that a signed and approved copy of the supplemental APP-CSE form is available. Note that all CSE requirements in excess of the quantities indicated in the original APP-CSE form will not be served if not covered by a supplemental APP-CSE.
- 8.0 For further assistance or clarification, agencies may contact the Marketing and Sales Division of PS-DBM through its mobile numbers 0927-8478245 (Globe) or 0918-2954426 (Smart), or email appcse.helpdesk@ps-philgeps.gov.ph, or visit the PS-DBM website (www.ps-philgeps.gov.ph) for the guide on how to fill-out the APP-CSE.

Note: The APP-CSE for FY 2024 must be submitted on or before **31 July 2023**.

Department/Bureau/Office: University of Rizal System
Region: 4A
Address: Brgy. Sampaloc, Tanay
Province of Rizal

Agency Code/UACS: Z 098
Organization Type: SUC

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Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
PART I. AVAILABLE AT PS-DBM (MAIN WAREHOUSE AND DEPOTS)																											
ALCOHOL OR ACETONE BASED ANTISEPTICS																											
1	12191601-AL-E04	ALCOHOL, Ethyl, 500 mL	bottle	0	0	150	150	7,644.00	0	0	150	150	7,644.00	0	0	0	0	0.00	0	0	0	0	0.00	300	50.96	15,288.00	
2	12191601-AL-E03	ALCOHOL, Ethyl, 1 Gallon	gallon	0	0	100	100	45,136.00	0	0	100	100	45,136.00	0	0	50	50	22,568.00	0	0	100	100	45,136.00	350	451.36	157,976.00	
ARTS AND CRAFTS EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
3	60121413-CB-P01	CLEARBOOK, A4 size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00	
4	60121413-CB-P02	CLEARBOOK, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	38.48	0.00	
5	60121534-ER-P01	ERASER, plastic/rubber	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9.36	0.00	
6	60121524-SP-G01	SIGN PEN, Extra Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
7	60121524-SP-G04	SIGN PEN, Fine Tip, Black	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00	
8	60121524-SP-G07	SIGN PEN, Medium Tip, Black	piece	0	0	700	700	40,040.00	0	0	700	700	40,040.00	0	0	0	0	0.00	0	0	0	0	0.00	1400	57.20	80,080.00	
9	60121524-SP-G02	SIGN PEN, Extra Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
10	60121524-SP-G05	SIGN PEN, Fine Tip, Blue	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	44.72	0.00	
11	60121524-SP-G08	SIGN PEN, Medium Tip, Blue	piece	0	0	500	500	28,600.00	0	0	500	500	28,600.00	0	0	0	0	0.00	0	0	0	0	0.00	1000	57.20	57,200.00	
12	60121524-SP-G03	SIGN PEN, Extra Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	26.00	0.00	
13	60121524-SP-G06	SIGN PEN, Fine Tip, Red	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	45.76	0.00	
14	60121524-SP-G09	SIGN PEN, Medium Tip, Red	piece	0	0	100	100	5,720.00	0	0	100	100	5,720.00	0	0	0	0	0.00	0	0	0	0	0.00	200	57.20	11,440.00	
15	60121124-WR-P01	WRAPPING PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	214.24	0.00	
AUDIO AND VISUAL EQUIPMENT AND SUPPLIES																											
16	45121517-DO-C03	DOCUMENT CAMERA	unit	0	0	3	3	76,608.48	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	3	25,536.16	76,608.48	
17	45111609-MM-P01	MULTIMEDIA PROJECTOR	unit	0	0	5	5	92,352.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	5	18,470.40	92,352.00	
BATTERIES AND CELLS AND ACCESSORIES																											
18	26111702-BT-A02	BATTERY, dry cell, size AA	pack	0	0	400	400	8,736.00	0	0	400	400	8,736.00	0	0	0	0	0.00	0	0	0	0	0.00	800	21.84	17,472.00	
19	26111702-BT-A01	BATTERY, dry cell, size AAA	pack	0	0	300	300	5,928.00	0	0	300	300	5,928.00	0	0	0	0	0.00	0	0	0	0	0.00	600	19.76	11,856.00	
20	26111702-BT-A03	BATTERY, dry cell, size D	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	92.56	0.00	
CLEANING EQUIPMENT AND SUPPLIES																											
21	47131812-AF-A01	AIR FRESHENER	can	0	0	200	200	17,472.00	0	0	200	200	17,472.00	0	0	0	0	0.00	0	0	0	0	0.00	400	87.36	34,944.00	
22	47131604-BR-S01	BROOM (Walis Tambo)	piece	0	0	200	200	25,584.00	0	0	200	200	25,584.00	0	0	0	0	0.00	0	0	0	0	0.00	400	127.92	51,168.00	
23	47131604-BR-T01	BROOM (Walis Ting-ting)	piece	0	0	200	200	4,784.00	0	0	200	200	4,784.00	0	0	0	0	0.00	0	0	0	0	0.00	400	23.92	9,568.00	
24	47131829-TB-C01	CLEANER, Toilet Bowl and Urinal	bottle	0	0	150	150	6,708.00	0	0	150	150	6,708.00	0	0	0	0	0.00	0	0	0	0	0.00	300	44.72	13,416.00	
25	47131805-CL-P01	CLEANSER, Scouring Powder	can	0	0	120	120	4,320.00	0	0	120	120	4,320.00	0	0	0	0	0.00	0	0	0	0	0.00	240	36.00	8,640.00	
26	47131811-DE-B02	DETERGENT BAR	bar	0	0	100	100	936.00	0	0	100	100	936.00	0	0	0	0	0.00	0	0	0	0	0.00	200	9.36	1,872.00	
27	47131811-DE-P02	DETERGENT POWDER, all purpose	pouch	0	0	100	100	8,840.00	0	0	100	100	8,840.00	0	0	0	0	0.00	0	0	0	0	0.00	200	88.40	17,680.00	
28	47131803-DS-A01	DISINFECTANT SPRAY	can	0	0	150	150	22,620.00	0	0	150	150	22,620.00	0	0	0	0	0.00	0	0	0	0	0.00	300	150.80	45,240.00	
29	47131601-DU-P01	DUST PAN	piece	0	0	150	150	7,020.00	0	0	150	150	7,020.00	0	0	0	0	0.00	0	0	0	0	0.00	300	46.80	14,040.00	
30	47131802-FW-P03	FLOOR WAX, paste type, red	can	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	135.20	0.00	
31	47131830-FC-A01	FURNITURE CLEANER	can	0	0	75	75	17,004.00	0	0	75	75	17,004.00	0	0	0	0	0.00	0	0	0	0	0.00	150	226.72	34,008.00	

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
32	73101612-HS-L01	HAND SOAP, liquid	bottle	0	0	300	300	12,885.00	0	0	300	300	12,885.00	0	0	0	0	0.00	0	0	0	0	0.00	600	42.95	25,770.00	
33	47121804-MP-B01	MOP BUCKET	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,288.00	0.00	
34	47131613-MP-H02	MOPHANDLE, heavy duty	piece	0	0	150	150	20,124.00	0	0	150	150	20,124.00	0	0	0	0	0.00	0	0	0	0	0.00	300	134.16	40,248.00	
35	47131619-MP-R01	MOPHEAD, made of rayon	piece	0	0	150	150	17,106.00	0	0	150	150	17,106.00	0	0	0	0	0.00	0	0	0	0	0.00	300	114.04	34,212.00	
36	47131501-RG-C01	RAGS	kilo	0	0	200	200	11,440.00	0	0	200	200	11,440.00	0	0	0	0	0.00	0	0	0	0	0.00	400	57.20	22,880.00	
37	47131602-SC-N01	SCOURING PAD	pack	0	0	100	100	8,944.00	0	0	100	100	8,944.00	0	0	0	0	0.00	0	0	0	0	0.00	200	89.44	17,888.00	
38	47121701-TB-P04	TRASHBAG, XXL size	pack/roll	0	0	300	300	39,000.00	0	0	300	300	39,000.00	0	0	0	0	0.00	0	0	0	0	0.00	600	130.00	78,000.00	
39	47121701-TB-P05	TRASHBAG, Large size	pack/roll	0	0	300	300	17,784.00	0	0	300	300	17,784.00	0	0	0	0	0.00	0	0	0	0	0.00	600	59.28	35,568.00	
40	47121701-TB-P06	TRASHBAG, XL size	pack/roll	0	0	300	300	27,768.00	0	0	300	300	27,768.00	0	0	0	0	0.00	0	0	0	0	0.00	600	92.56	55,536.00	
41	47121702-WB-P01	WASTEBASKET	piece	0	0	100	100	4,368.00	0	0	100	100	4,368.00	0	0	0	0	0.00	0	0	0	0	0.00	200	43.68	8,736.00	
COLOR COMPOUNDS AND DISPERSIONS																											
42	12171703-SI-P01	INK, for stamp pad	bottle	0	0	50	50	1,560.00	0	0	50	50	1,560.00	0	0	0	0	0.00	0	0	0	0	0.00	100	31.20	3,120.00	
CONSUMER ELECTRONICS																											
43	52161535-DV-R01	DIGITAL VOICE RECORDER	unit	0	0	5	5	24,018.80	0	0	5	5	24,018.80	0	0	0	0	0.00	0	0	0	0	0.00	10	4,803.76	48,037.60	
FACE MASK																											
44	42131713-SM-M06	FACE MASK	box	0	0	200	200	10,400.00	0	0	200	200	10,400.00	0	0	0	0	0.00	0	0	0	0	0.00	400	52.00	20,800.00	
FILMS																											
45	13111203-AC-F01	ACETATE	roll	0	0	30	30	31,449.60	0	0	30	30	31,449.60	0	0	0	0	0.00	0	0	0	0	0.00	60	1,048.32	62,899.20	
46	13111201-CF-P02	CARBON FILM, Legal size	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00	
FIRE FIGHTING EQUIPMENT																											
47	46191601-FE-M01	FIRE EXTINGUISHER, dry chemical	unit	0	0	30	30	41,964.00	0	0	30	30	41,964.00	0	0	50	50	69,940.00	0	0	0	0	0.00	110	1,398.80	153,868.00	
48	46191601-FE-H01	FIRE EXTINGUISHER, pure HCFC	unit	0	0	20	20	112,265.00	0	0	20	20	112,265.00	0	0	30	30	168,397.50	0	0	0	0	0.00	70	5,613.25	392,927.50	
FLAG OR ACCESSORIES																											
49	55121905-PH-F01	PHILIPPINE NATIONAL FLAG	piece	0	0	100	100	28,484.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	100	284.84	28,484.00	
FURNITURE AND FURNISHINGS																											
50	56101504-CM-B01	MONOBLOC CHAIR, beige	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	375.44	0.00	
51	56101504-CM-W01	MONOBLOC CHAIR, white	piece	0	0	100	100	37,232.00	0	0	100	100	37,232.00	0	0	0	0	0.00	0	0	0	0	0.00	200	372.32	74,464.00	
52	56101519-TM-S01	MONOBLOC TABLE, white	unit	0	0	20	20	26,977.60	0	0	20	20	26,977.60	0	0	0	0	0.00	0	0	0	0	0.00	40	1,348.88	53,955.20	
53	56101519-TM-S02	MONOBLOC TABLE, beige	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,348.88	0.00	
HEATING AND VENTILATION AND AIR CIRCULATION																											
54	40101604-EF-C01	ELECTRIC FAN, ceiling mount, orbit type	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,380.08	0.00	
55	40101604-EF-G01	ELECTRIC FAN, industrial, ground type	unit	0	0	20	20	22,193.60	0	0	20	20	22,193.60	0	0	0	0	0.00	0	0	0	0	0.00	40	1,109.68	44,387.20	
56	40101604-EF-S01	ELECTRIC FAN, stand type	unit	0	0	20	20	20,134.40	0	0	20	20	20,134.40	0	0	0	0	0.00	0	0	0	0	0.00	40	1,006.72	40,268.80	
57	40101604-EF-W01	ELECTRIC FAN, wall mount	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	914.16	0.00	
INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EQUIPMENT AND DEVICES AND ACCESSORIES																											
58	43211507-DSK003	DESKTOP, for Basic Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	24,793.60	0.00	
59	43211507-DSK004	DESKTOP, for Mid-Range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,390.40	0.00	
60	43201827-HD-X02	EXTERNAL HARD DRIVE	unit	0	0	10	10	30,180.80	0	0	10	10	30,180.80	0	0	0	0	0.00	0	0	0	0	0.00	20	3,018.08	60,361.60	
61	43202010-FD-U04	FLASH DRIVE	piece	0	0	75	75	16,848.00	0	0	75	75	16,848.00	0	0	0	0	0.00	0	0	0	0	0.00	150	224.64	33,696.00	
62	43211503-LAP004	LAPTOP, for Mid-range Users	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	42,380.00	0.00	
63	43211503-LAP003	LAPTOP, Lightweight	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	46,800.00	0.00	
64	43211708-MO-O02	COMPUTER MOUSE, Wireless	unit	0	0	50	50	8,476.00	0	0	50	50	8,476.00	0	0	0	0	0.00	0	0	0	0	0.00	100	169.52	16,952.00	
65	43212102-PR-D02	PRINTER, Impact, Dot Matrix, 24 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	33,015.84	0.00	
66	43212102-PR-D01	PRINTER, Impact, Dot Matrix, 9 pins	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	11,014.64	0.00	
67	43212105-PR-L01	PRINTER, Laser, Monochrome	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23,063.04	0.00	
LIGHTING AND FIXTURES AND ACCESSORIES																											
68	39101628-LB-L01	LIGHT-EMITTING DIODE (LED) LIGHT BULB, 7 watts	piece	0	0	150	150	12,168.00	0	0	0	0	0.00	0	0	150	150	12,168.00	0	0	0	0	0.00	300	81.12	24,336.00	
69	39101628-LT-L01	LIGHT-EMITTING DIODE (LED) LINEAR TUBE, 18 watts	piece	0	0	100	100	20,582.00	0	0	0	0	0.00	0	0	100	100	20,582.00	0	0	0	0	0.00	200	205.82	41,164.00	
MANUFACTURING COMPONENTS AND SUPPLIES																											
70	31201610-GL-J01	GLUE, all-purpose	jar	0	0	100	100	7,072.00	0	0	0	0	0.00	0	0	100	100	7,072.00	0	0	0	0	0.00	200	70.72	14,144.00	
71	31151804-SW-H01	STAPLE WIRE, heavy duty (binder type), 23/13	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	22.55	0.00	
72	31151804-SW-S01	STAPLE WIRE, standard	box	0	0	200	200	4,752.00	0	0	0	0	0.00	0	0	200	200	4,752.00	0	0	0	0	0.00	400	23.76	9,504.00	
73	31201502-TA-E01	TAPE, electrical	roll	0	0	100	100	1,945.00	0	0	0	0	0.00	0	0	100	100	1,945.00	0	0	0	0	0.00	200	19.45	3,890.00	
74</																											

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
76	31201517-TA-P01	TAPE, packaging, 48 mm	roll	0	0	150	150	4,524.00	0	0	0	0	0.00	0	0	150	150	4,524.00	0	0	0	0	0.00	300	30.16	9,048.00	
77	31201512-TA-T01	TAPE, transparent, 24mm	roll	0	0	150	150	1,716.00	0	0	0	0	0.00	0	0	150	150	1,716.00	0	0	0	0	0.00	300	11.44	3,432.00	
78	31201512-TA-T02	TAPE, transparent, 48 mm	roll	0	0	150	150	3,588.00	0	0	0	0	0.00	0	0	150	150	3,588.00	0	0	0	0	0.00	300	23.92	7,176.00	
79	31151507-TW-P01	TWINE, plastic	roll	0	0	100	100	7,072.00	0	0	0	0	0.00	0	0	100	100	7,072.00	0	0	0	0	0.00	200	70.72	14,144.00	
MEASURING AND OBSERVING AND TESTING EQUIPMENT																											
80	41111604-RU-P02	RULER, flexible, plastic, 450mm	piece	0	0	100	100	2,080.00	0	0	0	0	0.00	0	0	100	100	2,080.00	0	0	0	0	0.00	200	20.80	4,160.00	
OFFICE EQUIPMENT AND ACCESSORIES AND SUPPLIES																											
81	44121612-BL-H01	BLADE, for general purpose cutter/utility knife	tube	0	0	200	200	3,200.00	0	0	0	0	0.00	0	0	200	200	3,200.00	0	0	0	0	0.00	400	16.00	6,400.00	
82	44101602-PB-M01	BINDING AND PUNCHING MACHINE	unit	0	0	2	2	20,209.28	0	0	2	2	20,209.28	0	0	0	0	0.00	0	0	0	0	0.00	4	10,104.64	40,418.56	
83	44101807-CA-C01	CALCULATOR, Compact	unit	0	0	50	50	14,352.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	50	287.04	14,352.00	
84	44121710-CH-W01	CHALK, white enamel	box	0	0	50	50	1,648.50	0	0	0	0	0.00	0	0	50	50	1,648.50	0	0	0	0	0.00	100	32.97	3,297.00	
85	44122105-BF-C01	CLIP, backfold, 19mm	box	0	0	300	300	2,808.00	0	0	0	0	0.00	0	0	300	300	2,808.00	0	0	0	0	0.00	600	9.36	5,616.00	
86	44122105-BF-C02	CLIP, backfold, 25mm	box	0	0	300	300	4,680.00	0	0	0	0	0.00	0	0	300	300	4,680.00	0	0	0	0	0.00	600	15.60	9,360.00	
87	44122105-BF-C03	CLIP, backfold, 32mm	box	0	0	300	300	8,112.00	0	0	0	0	0.00	0	0	300	300	8,112.00	0	0	0	0	0.00	600	27.04	16,224.00	
88	44122105-BF-C04	CLIP, backfold, 50mm	box	0	0	300	300	18,096.00	0	0	0	0	0.00	0	0	300	300	18,096.00	0	0	0	0	0.00	600	60.32	36,192.00	
89	44121801-CT-R02	CORRECTION TAPE	piece	0	0	300	300	3,459.00	0	0	0	0	0.00	0	0	300	300	3,459.00	0	0	0	0	0.00	600	11.53	6,918.00	
90	44121612-CU-H01	CUTTER/UTILITY KNIFE, for general purpose	piece	0	0	200	200	6,344.00	0	0	0	0	0.00	0	0	200	200	6,344.00	0	0	0	0	0.00	400	31.72	12,688.00	
91	44111515-DF-B01	DATA FILE BOX	piece	0	0	100	100	7,720.00	0	0	0	0	0.00	0	0	100	100	7,720.00	0	0	0	0	0.00	200	77.20	15,440.00	
92	44122011-DF-F01	DATA FOLDER	piece	0	0	100	100	6,864.00	0	0	0	0	0.00	0	0	100	100	6,864.00	0	0	0	0	0.00	200	68.64	13,728.00	
93	44103202-DS-M01	DATER STAMP	piece	0	0	50	50	23,489.00	0	0	0	0	0.00	0	0	50	50	23,489.00	0	0	0	0	0.00	100	469.78	46,978.00	
94	44121506-EN-D01	ENVELOPE, Documentary, A4	box	0	0	75	75	63,024.00	0	0	0	0	0.00	0	0	75	75	63,024.00	0	0	0	0	0.00	150	840.32	126,048.00	
95	44121506-EN-D02	ENVELOPE, Documentary, legal,	box	0	0	75	75	80,886.00	0	0	0	0	0.00	0	0	75	75	80,886.00	0	0	0	0	0.00	150	1,078.48	161,772.00	
96	44121506-EN-X01	ENVELOPE, Expanding, Kraft	box	0	0	75	75	103,116.00	0	0	0	0	0.00	0	0	75	75	103,116.00	0	0	0	0	0.00	150	1,374.88	206,232.00	
97	44121506-EN-X02	ENVELOPE, Expanding, Plastic	box	0	0	100	100	3,049.00	0	0	0	0	0.00	0	0	100	100	3,049.00	0	0	0	0	0.00	200	30.49	6,098.00	
98	44121506-EN-M02	ENVELOPE, Mailing	box	0	0	30	30	14,008.80	0	0	0	0	0.00	0	0	30	30	14,008.80	0	0	0	0	0.00	60	466.96	28,017.60	
99	44121504-EN-W02	ENVELOPE, Mailing, with window	box	0	0	30	30	15,849.60	0	0	0	0	0.00	0	0	30	30	15,849.60	0	0	0	0	0.00	60	528.32	31,699.20	
100	44111912-ER-B01	ERASER, felt, for blackboard/whiteboard	piece	0	0	100	100	1,233.00	0	0	0	0	0.00	0	0	100	100	1,233.00	0	0	0	0	0.00	200	12.33	2,466.00	
101	44122118-FA-P01	FASTENER	box	0	0	100	100	9,464.00	0	0	0	0	0.00	0	0	100	100	9,464.00	0	0	0	0	0.00	200	94.64	18,928.00	
102	44111515-FO-X01	FILE ORGANIZER, expanding, plastic, legal	piece	0	0	100	100	8,520.00	0	0	0	0	0.00	0	0	100	100	8,520.00	0	0	0	0	0.00	200	85.20	17,040.00	
103	44122018-FT-D01	FILE TAB DIVIDER, A4	pack	0	0	100	100	2,288.00	0	0	0	0	0.00	0	0	100	100	2,288.00	0	0	0	0	0.00	200	22.88	4,576.00	
104	44122018-FT-D02	FILE TAB DIVIDER, Legal	pack	0	0	100	100	2,600.00	0	0	0	0	0.00	0	0	100	100	2,600.00	0	0	0	0	0.00	200	26.00	5,200.00	
105	44122011-FO-F01	FOLDER, Fancy with slide, A4	bundle	0	0	40	40	11,648.00	0	0	0	0	0.00	0	0	40	40	11,648.00	0	0	0	0	0.00	80	291.20	23,296.00	
106	44122011-FO-F02	FOLDER, Fancy with slide, legal	bundle	0	0	40	40	12,355.20	0	0	0	0	0.00	0	0	40	40	12,355.20	0	0	0	0	0.00	80	308.88	24,710.40	
107	44122011-FO-L01	FOLDER, L-type, A4	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	187.54	0.00	
108	44122011-FO-L02	FOLDER, L-type, Legal	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	238.57	0.00	
109																											

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year	
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT				
129	44122101-RU-B01	RUBBER BAND No. 18	box	0	0	50	50	8,268.00	0	0	0	0	0.00	0	0	50	50	8,268.00	0	0	0	0	0.00	100	165.36	16,536.00	
130	44121905-SP-F01	STAMP PAD, felt	piece	0	0	150	150	6,396.00	0	0	0	0	0.00	0	0	150	150	6,396.00	0	0	0	0	0.00	300	42.64	12,792.00	
131	44121618-SS-S01	SCISSORS, symmetrical/asymmetrical	pair	0	0	200	200	8,320.00	0	0	0	0	0.00	0	0	200	200	8,320.00	0	0	0	0	0.00	400	41.60	16,640.00	
132	44121615-ST-S01	STAPLER, standard type	piece	0	0	200	200	29,120.00	0	0	0	0	0.00	0	0	200	200	29,120.00	0	0	0	0	0.00	400	145.60	58,240.00	
133	44121615-ST-B01	STAPLER, heavy duty (binder)	unit	0	0	20	20	19,094.40	0	0	0	0	0.00	0	0	20	20	19,094.40	0	0	0	0	0.00	40	954.72	38,188.80	
134	44121613-SR-P02	STAPLE REMOVER, plier-type	piece	0	0	100	100	4,784.00	0	0	0	0	0.00	0	0	100	100	4,784.00	0	0	0	0	0.00	200	47.84	9,568.00	
135	44121605-TD-T01	TAPE DISPENSER, table top	piece	0	0	100	100	7,800.00	0	0	0	0	0.00	0	0	100	100	7,800.00	0	0	0	0	0.00	200	78.00	15,600.00	
PAPER MATERIALS AND PRODUCTS																											
136	14111525-CA-A01	CARTOLINA, assorted colors	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	90.48	0.00	
137	14111506-CF-L11	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	953.68	0.00	
138	14111506-CF-L12	COMPUTER CONTINUOUS FORM, 1 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,260.48	0.00	
139	14111506-CF-L22	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,652.56	0.00	
140	14111506-CF-L21	COMPUTER CONTINUOUS FORM, 2 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,108.64	0.00	
141	14111506-CF-L31	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 241mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	853.84	0.00	
142	14111506-CF-L32	COMPUTER CONTINUOUS FORM, 3 ply, 280mm x 378mm	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,629.68	0.00	
143	14111609-LL-C01	LOOSELEAF COVER	bundle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	794.96	0.00	
144	14111514-NP-S02	NOTEPAD, stick-on, 50mm x 76mm	pad	0	0	100	100	3,952.00	0	0	100	100	3,952.00	0	0	100	100	3,952.00	0	0	0	0	0.00	300	39.52	11,856.00	
145	14111514-NP-S04	NOTEPAD, stick-on, 76mm x 100mm	pad	0	0	100	100	6,344.00	0	0	100	100	6,344.00	0	0	100	100	6,344.00	0	0	0	0	0.00	300	63.44	19,032.00	
146	14111514-NP-S03	NOTEPAD, stick-on, 76mm x 76mm	pad	0	0	100	100	6,032.00	0	0	100	100	6,032.00	0	0	100	100	6,032.00	0	0	0	0	0.00	300	60.32	18,096.00	
147	14111514-NB-S02	STENO NOTEBOOK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	23.92	0.00	
148	14111507-PP-M01	PAPER, MULTICOPY A4	ream	0	0	1750	1750	314,860.00	0	0	1750	1750	314,860.00	0	0	1750	1750	314,860.00	0	0	0	0	0.00	5250	179.92	944,580.00	
149	14111507-PP-M02	PAPER, MULTICOPY LEGAL	ream	0	0	1750	1750	369,460.00	0	0	1750	1750	369,460.00	0	0	1750	1750	369,460.00	0	0	0	0	0.00	5250	211.12	1,108,380.00	
150	14111507-PP-C01	PAPER, MULTIPURPOSE A4	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	163.28	0.00	
151	14111507-PP-C02	PAPER, MULTIPURPOSE LEGAL	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	185.12	0.00	
152	14111531-PP-R01	PAD PAPER, ruled	pad	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	35.36	0.00	
153	14111503-PA-P01	PAPER, parchment	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	189.28	0.00	
154	14111531-RE-B01	RECORD BOOK, 300 PAGES	book	0	0	300	300	21,840.00	0	0	300	300	21,840.00	0	0	500	500	36,400.00	0	0	0	0	0.00	1100	72.80	80,080.00	
155	14111531-RE-B02	RECORD BOOK, 500 PAGES	book	0	0	350	350	36,764.00	0	0	350	350	36,764.00	0	0	500	500	52,520.00	0	0	0	0	0.00	1200	105.04	126,048.00	
156	14111704-TT-P04	TISSUE, INTERFOLDED PAPER TOWEL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	29.12	0.00	
157	14111704-TT-P02	TOILET TISSUE PAPER, 2 ply	pack	0	0	1000	1000	100,880.00	0	0	1000	1000	100,880.00	0	0	1500	1500	151,320.00	0	0	0	0	0.00	3500	100.88	353,080.00	
PERFUMES OR COLOGNES OR FRAGRANCES																											
158	53131626-HS-S01	HAND SANITIZER	bottle	0	0	250	250	21,840.00	0	0	250	250	21,840.00	0	0	250	250	21,840.00	0	0	0	0	0.00	750	87.36	65,520.00	
PESTICIDES OR PEST REPELLENTS																											
159	10191509-IN-A01	INSECTICIDE	can	0	0	100	100	25,792.00	0	0	100	100	25,792.00	0	0	100	100	25,792.00	0	0	0	0	0.00	300	257.92	77,376.00	
PRINTED PUBLICATIONS																											
160	55101524-RA-H01	HANDBOOK ON PHILIPPINE GOVERNMENT PROCUREMENT (RA 9184)	book	0	0	150	150	5,581.50	0	0	150	150	5,581.50	0	0	0	0	0.00	0	0	0	0	0.00	300	37.21	11,163.00	
PRINTER OR FACSIMILE OR PHOTOCOPIER SUPPLIES (CONSUMABLES)																											
1	44103109-BR-D05	DRUM CARTRIDGE, BROTHER DR-3455, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,947.20	0.00	
2	44103105-CA-C04	INK CARTRIDGE, CANON CL-741, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,126.32	0.00	
3	44103105-CA-C02	INK CARTRIDGE, CANON CL-811, Colored	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,178.32	0.00	
4	44103105-CA-B04	INK CARTRIDGE, CANON PG-740, Black	cart	0	0	0	0	0.00	0	0	0</																

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
19	44103105-HX-B40	INK CARTRIDGE, HP CD975AA (HP920XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,541.28	0.00
20	44103105-HP-B20	INK CARTRIDGE, HP CH561WA (HP61), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	865.28	0.00
21	44103105-HP-T20	INK CARTRIDGE, HP CH562WA (HP61), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,066.00	0.00
22	44103105-HP-B49	INK CARTRIDGE, HP CH565A (HP82), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	935.00	0.00
23	44103105-HP-C49	INK CARTRIDGE, HP CH566A (HP82), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	740.00	0.00
24	44103105-HX-B43	INK CARTRIDGE, HP CN045AA (HP950XL), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,970.80	0.00
25	44103105-HX-C43	INK CARTRIDGE, HP CN046AA (HP951XL), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
26	44103105-HX-M43	INK CARTRIDGE, HP CN047AA (HP951XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
27	44103105-HX-Y43	INK CARTRIDGE, HP CN048AA (HP951XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,517.36	0.00
28	44103105-HP-B36	INK CARTRIDGE, HP CN692AA (HP704), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
29	44103105-HP-T36	INK CARTRIDGE, HP CN693AA (HP704), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	419.12	0.00
30	44103105-HP-B33	INK CARTRIDGE, HP CZ107AA (HP678), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
31	44103105-HP-T33	INK CARTRIDGE, HP CZ108AA (HP678), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	404.56	0.00
32	44103105-HP-B42	INK CARTRIDGE, HP CZ121A (HP685A), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	312.00	0.00
33	44103105-HP-C33	INK CARTRIDGE, HP CZ122A (HP685A), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
34	44103105-HP-M33	INK CARTRIDGE, HP CZ123A (HP685A), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
35	44103105-HP-Y33	INK CARTRIDGE, HP CZ124A (HP685A), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	256.88	0.00
36	44103105-HP-T43	INK CARTRIDGE, HP F6V26AA (HP680), Tri-color	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
37	44103105-HP-B43	INK CARTRIDGE, HP F6V27AA (HP680), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	424.32	0.00
38	44103105-HP-C50	INK CARTRIDGE, HP L0S51AA (HP955), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
39	44103105-HP-M50	INK CARTRIDGE, HP L0S54AA (HP955), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
40	44103105-HP-Y50	INK CARTRIDGE, HP L0S57AA (HP955), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	982.80	0.00
41	44103105-HP-B50	INK CARTRIDGE, HP L0S60AA (HP955), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,294.80	0.00
42	44103105-HX-C48	INK CARTRIDGE, HP L0S63AA (HP955XL), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
43	44103105-HX-M48	INK CARTRIDGE, HP L0S66AA (HP955XL), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
44	44103105-HX-Y48	INK CARTRIDGE, HP L0S69AA (HP955XL), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,339.52	0.00
45	44103105-HX-B48	INK CARTRIDGE, HP L0S72AA (HP955XL), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	1,817.92	0.00
46	44103105-HP-C51	INK CARTRIDGE, HP T6L89AA (HP905), Cyan Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
47	44103105-HP-M51	INK CARTRIDGE, HP T6L93AA (HP905), Magenta Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
48	44103105-HP-Y51	INK CARTRIDGE, HP T6L97AA (HP905), Yellow Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	468.00	0.00
49	44103105-HP-B51	INK CARTRIDGE, HP T6M01AA (HP905), Black Original	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	774.80	0.00
50	44103112-EP-R05	RIBBON CARTRIDGE, EPSON C13S015516 (#8750), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	77.43	0.00
51	44103112-EP-R13	RIBBON CARTRIDGE, EPSON C13S015632, Black	cart	0	0	0	0																			

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
74	44103103-HP-M24	TONER CARTRIDGE, HP CE323A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,083.60	0.00
75	44103103-HP-B25	TONER CARTRIDGE, HP CE390A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,872.80	0.00
76	44103103-HP-B26	TONER CARTRIDGE, HP CE400A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,786.00	0.00
77	44103103-HP-C26	TONER CARTRIDGE, HP CE401A, Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
78	44103103-HP-Y26	TONER CARTRIDGE, HP CE402A, Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,193.04	0.00
79	44103103-HP-M26	TONER CARTRIDGE, HP CE403A, Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	10,103.60	0.00
80	44103103-HP-B27	TONER CARTRIDGE, HP CE410A, (HP305), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,837.60	0.00
81	44103103-HP-C27	TONER CARTRIDGE, HP CE411A, (HP305), Cyan	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
82	44103103-HP-Y27	TONER CARTRIDGE, HP CE412A, (HP305), Yellow	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,460.00	0.00
83	44103103-HP-M27	TONER CARTRIDGE, HP CE413A, (HP305), Magenta	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	6,011.20	0.00
84	44103103-HP-B28	TONER CARTRIDGE, HP CE505A, Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,050.80	0.00
85	44103103-HX-B28	TONER CARTRIDGE, HP CE505X, Black, high cap	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,332.00	0.00
86	44103103-HP-B52	TONER CARTRIDGE, HP CF217A (HP17A), Black LaserJet	cart	0	0	200	200	575,744.00	0	0	200	200	575,744.00	0	0	0	0	0.00	0	0	0	0	0.00	400	2,878.72	1,151,488.00
87	44103103-HP-B53	TONER CARTRIDGE, HP CF226A (HP26A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	5,246.80	0.00
88	44103103-HP-B55	TONER CARTRIDGE, HP CF280A, LaserJet Pro M401/M425	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	4,690.40	0.00
89	44103103-HP-B51	TONER CARTRIDGE, HP CF280XC	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,359.52	0.00
90	44103103-HP-B56	TONER CARTRIDGE, HP CF281A (HP81A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,800.00	0.00
91	44103103-HP-B57	TONER CARTRIDGE, HP CF283A (HP83A), LaserJet Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,034.72	0.00
92	44103103-HX-B51	TONER CARTRIDGE, HP CF283XC (HP83X), Black Contract L	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,796.00	0.00
93	44103103-HP-B58	TONER CARTRIDGE, HP CF287A (HP87), Black	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	9,828.00	0.00
94	44103103-HX-B52	TONER CARTRIDGE, HP CF325XC (HP25X), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	13,728.00	0.00
95	44103103-HP-B60	TONER CARTRIDGE, HP CF350A, Black Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,574.00	0.00
96	44103103-HP-C60	TONER CARTRIDGE, HP CF351A, Cyan Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
97	44103103-HP-Y60	TONER CARTRIDGE, HP CF352A, Yellow Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
98	44103103-HP-M60	TONER CARTRIDGE, HP CF353A, Magenta Laserjet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	2,652.00	0.00
99	44103103-HP-B61	TONER CARTRIDGE, HP CF360A (HP508A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	7,030.40	0.00
100	44103103-HP-C61	TONER CARTRIDGE, HP CF361A (HP508A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
101	44103103-HP-Y61	TONER CARTRIDGE, HP CF362A (HP508A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
102	44103103-HP-M61	TONER CARTRIDGE, HP CF363A (HP508A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	8,814.00	0.00
103	44103103-HP-B62	TONER CARTRIDGE, HP CF400A (HP201A), Black LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,099.20	0.00
104	44103103-HP-C62	TONER CARTRIDGE, HP CF401A (HP201A), Cyan LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
105	44103103-HP-Y62	TONER CARTRIDGE, HP CF402A (HP201A), Yellow LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
106	44103103-HP-M62	TONER CARTRIDGE, HP CF403A (HP201A), Magenta LaserJet	cart	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	3,660.80	0.00
107	44103103-HP-B63																									

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
12	43232802-SFT-011	Network management software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
13	43232905-SFT-012	Networking software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	43233004-SFT-013	Operating environment software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	43233205-SFT-014	Security and protection software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	43233405-SFT-015	Utility and device driver software	license	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
PART II. OTHER ITEMS NOT AVAILABLE AT PS-DBM BUT ARE REGULARLY PURCHASED FROM OTHER SOURCES (Note: Please indicate price of items)																										
1	80141505-TS-001	BALLPEN	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
2	80141505-TS-002	MULTIFUNCTION PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
3	80141505-TS-003	LAMINATING FILM	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
4	80141505-TS-004	STICKER PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
5	80141505-TS-005	DOUBLE SIDED TAPE	roll	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
6	80141505-TS-006	PHOTO PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
7	80141505-TS-007	BLEACHING SOLUTION	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
8	80141505-TS-008	CERTIFICATE FRAME	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
9	80141505-TS-009	CERTIFICATE HOLDER	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
10	80141505-TS-010	UNINTERRUPTIBLE POWER SUPPLY	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
11	80141505-TS-011	AIR CONDITIONING UNIT	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
12	80141505-TS-012	SMART TELEVISION	unit	0	0	5	5	225,000.00	0	0	5	5	225,000.00	0	0	0	0	0.00	0	0	0	0	0.00	10	45,000.00	450,000.00
13	80141505-TS-013	WHITE BOARD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
14	80141505-TS-014	MICROPHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
15	80141505-TS-015	MEDAL	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
16	80141505-TS-016	DISHWASHING LIQUID	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
17	80141505-TS-017	PLASTIC FASTENER	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
18	80141505-TS-018	STEEL FILING CABINET	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
19	80141505-TS-019	VELLUM BOARD PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
20	80141505-TS-020	EXTENSION CORD	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
21	80141505-TS-021	PAINT	gallon	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
22	80141505-TS-022	COLORLED PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
23	80141505-TS-023	BOND PAPER	ream	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
24	80141505-TS-024	PUSH PIN	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
25	80141505-TS-025	DOOR MAT	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
26	80141505-TS-026	GLUE STICK (PASTE)	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
27	80141505-TS-027	GLUE STICK (FOR GLUE GUN)	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
28	80141505-TS-028	DEODORANT CAKE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
29	80141505-TS-029	DISPOSABLE GLOVES	box	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
30	80141505-TS-030	OFFICE CHAIR	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
31	80141505-TS-031	MANILA PAPER	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
32	80141505-TS-032	AUTOMOTIVE BATTERIES	piece	0	0	4	4	32,000.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	4	4	32,000.00	8	8,000.00	64,000.00
33	80141505-TS-033	PADLOCK	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
34	80141505-TS-034	MOBILE PHONE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
35	80141505-TS-035	COMPACT DISC	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
36	80141505-TS-036	AMPLIFIER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
37	80141505-TS-037	STORAGE BOX	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
38	80141505-TS-038	PLASTIC ENVELOPE	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
39	80141505-TS-039	DOCUMENT SCANNER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
40	80141505-TS-040	WATER DISPENSER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
41	80141505-TS-041	PARACETAMOL	pack	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
42	80141505-TS-042	GLUE GUN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
43	80141505-TS-043	INKJET PRINTER	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
44	80141505-TS-044	SPEAKERS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
45	80141505-TS-045	POVIDONE IODINE	bottle	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-046	KEYBOARD	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-047	DSLR CAMERA	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-048	STEEL RACK	set	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-049	LAMINATING MACHINE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-050	FUEL FILTERS	piece	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00

Item & Specifications			Unit of Measure	Monthly Quantity Requirement																				Total Quantity for the year	Price	Total Amount for the year
				Jan	Feb	Mar	Q1	Q1 AMOUNT	April	May	June	Q2	Q2 AMOUNT	July	Aug	Sept	Q3	Q3 AMOUNT	Oct	Nov	Dec	Q4	Q4 AMOUNT			
51	80141505-TS-051	AIRLINE TICKETS (DOMESTIC)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-052	AIRLINE TICKETS (INTERNATIONAL)	ticket	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-053	CAR (Sedan or Hatchback)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
46	80141505-TS-054	MULTI-PURPOSE VEHICLE (MPV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
47	80141505-TS-055	SPORTS UTILITY VEHICLE (SUV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
48	80141505-TS-056	PASSENGER VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
49	80141505-TS-057	VAN	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-058	TRI-WHEEL VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-059	PICK-UP TRUCK	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-060	ALL-TERRAIN VEHICLE (ATV)	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-061	ASSEMBLED OWNER-TYPE JEEP	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
50	80141505-TS-062	ASSEMBLED PASSENGER JEEPNEY-TYPE VEHICLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
51	80141505-TS-063	MOTORCYCLE	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
52	80141505-TS-064	BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
53	80141505-TS-065	MINI BUS	unit	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0	0	0	0.00	0	0.00	0.00
A. TOTAL																							P	9,637,912.34		
B. ADDITIONAL PROVISION FOR INFLATION (10% of TOTAL)																							P	963,791.23		
C. ADDITIONAL PROVISION FOR TRANSPORT AND FREIGHT COST (If Applicable)																							P	-		
D. GRAND TOTAL (A + B+ C)																							P	10,601,703.57		
E. APPROVED BUDGET BY THE AGENCY HEAD In Figures and Words:																										

We hereby warrant that the total amount reflected in this Annual Procurement Plan to procure the listed common-use supplies, materials, and equipment has been included in or is within our approved budget for the year.

Prepared by:

JOEL G. FRANCISCO

Property/Supply Officer

Certified Funds Available / Certified Appropriate Funds Available:

MIAN N. FRANCISCO

Accountant / Budget Officer

Approved by:

DR. NANCY T. PASCUAL

Head of Office/Agency

Date Prepared: September 12, 2023